

THE WOODLANDS TOWNSHIP

BOARD OF DIRECTORS

PLANNING SESSION

OCTOBER 28, 2010

MINUTES

THE STATE OF TEXAS §

COUNTIES OF HARRIS & MONTGOMERY §

The Board of Directors of The Woodlands Township met in regular session, open to the public, on October 28, 2010, posted to begin at 8:00 a.m. The meeting was held at the office of The Woodlands Township, Service Center, 2201 Lake Woodlands Drive, The Woodlands, Texas, within the boundaries of The Woodlands Township.

DIRECTORS PRESENT: Chairman Bruce Tough, Vice Chairman Lloyd Matthews, Secretary Claude Hunter, Treasurer Ed Robb**, Director Nelda Blair, Director Tom Campbell, and Director Peggy Hausman**

DIRECTORS ABSENT: **Indicates arrived after roll call

STAFF/ADVISORS: Don Norrell, President/General Manager, John Powers, Assistant General Manager Community Services, Monique Sharp, Assistant General Manager of Finance & Administration, Fire Chief Alan Benson, Nick Wolda, Director of Community Relations/CVB President, Miles McKinney, Legislative Affairs & Transportation Manager, Karen Dempsey, Management Analyst, Mary Connell, Community Relations Manager, and Mike Page, Legal Counsel

CALL TO ORDER:

Chairman Tough called the meeting to order at 8:05 a.m. and declared that notice of this meeting was posted 72 hours in advance at the Courthouses of Montgomery and Harris Counties and inside the boundaries of The Woodlands Township at the office building located at 2201 Lake Woodlands Drive, The Woodlands, Texas. As there was a quorum of members present, the Board proceeded to conduct business regarding the following matters.

CONSIDER AND ACT UPON ADOPTION OF MEETING AGENDA:

Chairman Tough called for a motion and second to adopt the meeting agenda.

MOTION: Motion by Secretary Hunter; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews

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Secretary Hunter
Director Blair
Director Campbell

Nays: None

Absent: Treasurer Robb and Director Hausman

ACTION: Motion passed unanimously.

RECOGNIZE PUBLIC OFFICIALS:

There were no public officials.

Note: Treasurer Robb and Director Hausman arrived at this point in the meeting.

Chairman Tough began by thanking the Board for their participation in the planning session and then briefly discussed how the meeting would be run. Following Chairman Tough's comments, Don Norrell was called on to provide a general overview of the items to be considered and acted upon during the planning session. It was decided that action would be taken following Board discussion on each item rather than waiting until the conclusion of the meeting to vote on individual items.

CONSIDER AND ACT UPON THE FOLLOWING INITIATIVES AND CORRESPONDING ACTION PLAN CALENDARS:

Item 4-a: GOVERNANCE PLANNING PROCESS:

Don Norrell reviewed the initiative and calendar related to this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "A". Board discussion followed and then Chairman Tough called for a motion and second to approve the Governance Planning Process.

MOTION: Motion by Secretary Hunter; second by Vice Chairman Matthews

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Absent: None

ACTION: Motion passed unanimously.

Item 4-b: LEGISLATIVE PLANNING PROCESS: **DEFER UNTIL THE END**

Don Norrell reviewed the initiative and calendar related to this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "B". Board discussion followed and then the decision was made to defer action on the item until the end of the meeting.

Item 4-c: LAW ENFORCEMENT STUDY:

Don Norrell reviewed the initiative and calendar related to this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "C". Board discussion followed and then Chairman Tough called for a motion and second to approve the Law Enforcement Study.

MOTION: Motion by Vice Chairman Matthews; second by Director Blair

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VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Absent: None

ACTION: Motion passed unanimously.

Item 4-d: MUSEUM/CULTURAL ARTS STUDY PLANNING PROCESS;

Don Norrell reviewed the initiative and calendar related to this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "D". Additionally, a Needs Assessment for Cultural Facilities in The Woodlands by Webb Management Services, Inc. is attached hereto as Exhibit "E". Board discussion followed and then Chairman Tough called for a motion and second to approve the Museum/Cultural Arts Study Planning Process.

MOTION: Motion by Secretary Hunter; second by Director Blair

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Absent: None

ACTION: Motion passed unanimously.

Item 4-e: TROLLEY EXPANSION OPTIONS (VILLAGE CENTERS AND NORTHERN PORTIONS OF TOWN CENTER);

Miles McKinney was called on to review the initiative and calendar for this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "F". Bryan Brown, with The Goodman Corporation, presented background information on two options for extending trolley services as outlined in a memo to the Board and attached hereto as Exhibit "G". Following Board discussion, Chairman Tough called for a motion and second to have one trolley run for a period of two months from November 15, 2010 to January 15, 2011 to Panther Creek Village Center at a total cost of \$32,760.

MOTION: Motion by Secretary Hunter; second by Director Blair

VOTE: **Ayes:** Chairman Tough
 Vice Chairman Matthews
 Secretary Hunter
 Treasurer Robb
 Director Blair
 Director Campbell
 Director Hausman

Nays: None

Absent: None

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ACTION: Motion passed unanimously.

Item 4-f: SPORTS FIELDS NEEDS ASSESSMENT:

John Powers was called on to review the initiative and calendar related to this item. However, after a period of discussion, the Board decided to defer this item as well as items 4-g and 4-h until after presentation and discussion of item 4-i.

Item 4-g: COMPETITIVE SWIMMING NEEDS ASSESSMENT; DEFER UNTIL AFTER PRESENTATION OF ITEM 4-i

Item 4-h: PARKS, POOLS AND AMENITIES STUDY; DEFER UNTIL AFTER PRESENTATION OF ITEM 4-i

Item 4-i: CAPITAL ASSET MANAGEMENT/RESERVE STUDY:

Monique Sharp was called on to review the initiative and calendar related to this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "H". Following Board discussion, Chairman Tough called for a motion and second to approve the Capital Asset Management/Reserve Study.

MOTION: Motion by Director Blair; second by Vice Chairman Matthews including approval of items 4-f (Sports Fields Needs Assessment), 4-g (Competitive Swimming Needs Assessment) and 4-h (Parks, Pools and Amenities Study). Director Blair accepted the addition to her motion.

VOTE:

Ayes: Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None
Absent: None

ACTION: Motion passed unanimously.

Planning Initiative Summaries for the Sports Fields Needs Assessment, Competitive Swimming Needs Assessment and Parks, Pools and Amenities Study are attached hereto as Exhibits "I", "J" and "K", respectively.

Item 4-j: Ice Rink Feasibility Study:

Nick Wolda was called on to review the initiative and calendar related to this item as outlined in a Planning Initiative Summary attached hereto as Exhibit "L". Following Board discussion, Chairman Tough called for a motion and second to approve the Ice Rink Feasibility Study.

MOTION: Motion by Treasurer Robb; second by Secretary Hunter

VOTE:

Ayes: Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair

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Director Hausman
Nays: Director Campbell
Absent: None

ACTION: Motion passed.

Note: Chairman Tough then returned to item 4-b Legislative Planning Process and called for a motion and second to approve the Legislative Planning Process.

MOTION: Motion by Director Blair; second by Vice Chairman Matthews

VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None
Absent: None

ACTION: Motion passed unanimously.

ADJOURNMENT:

As there was no further business to discuss, Chairman Tough called for a motion and second to adjourn the meeting at 11:13 a.m.

MOTION: Motion by Director Blair; second by Director Campbell

VOTE: **Ayes:** Chairman Tough
Vice Chairman Matthews
Secretary Hunter
Treasurer Robb
Director Blair
Director Campbell
Director Hausman

Nays: None
Absent: None

ACTION: Motion passed unanimously.





Claude Hunter
Secretary, Board of Directors

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EXHIBIT OMISSIONS*

EXHIBIT "A"

EXHIBIT "B"

EXHIBIT "C"

EXHIBIT "D"

EXHIBIT "E"

EXHIBIT "F"

EXHIBIT "G"

EXHIBIT "H"

EXHIBIT "I"

EXHIBIT "J"

EXHIBIT "K"

EXHIBIT "L"

***To view Exhibits, please contact the Records Management Analyst at 281-210-3800.**